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SEP 12 1957

Mr. Bernard Rosen, Director  
Federal Incentive Awards Program  
Civil Service Commission  
Washington 25, D.C.

Dear Mr. Rosen:

Attached is the Report on the CIA Incentive Awards Program for fiscal year 1957 prepared in accordance with the U. S. Civil Service Commission Departmental Circular 800, Supplement No. 1, dated March 22, 1956.

Statistics on this Agency's Incentive Awards Program are listed in Sections "A" through "C" of the attached Standard Form No. 69. The program evaluation required in Section "D" is as follows:

1. The effectiveness of the program in stimulating improvements is very apparent where suggestions have been adopted. Also, the results achieved through the address made by you to some of our people has been productive, primarily in the supervisory levels.

2. Major emphasis has been placed on the coordination of suggestions and committee agenda with each Management Staff component to assure that the Suggestion Awards Program is an effective management tool.

3. The foremost administrative objective of the program this year, to reduce the backlog accumulated over several years, has been accomplished.

The secondary administrative objective, to reduce the paperwork of the Committee, has also been achieved. The Executive Secretary was authorized by the Committee to take independent action on those proposals which are not considered legitimate suggestions.

Further, the suggestions have been more fully coordinated with the suggesters and with the evaluators in a common effort to stimulate and obtain more carefully considered and adequately presented suggestions.

4. The present law and Commission regulations regarding the program appear adequate.

5. We have no proposals to make to the Commission for improving the Incentive Awards Program except to reiterate last year's proposal of "More frequent meetings arranged by the Commission where Incentive Awards Staff members from various Agencies and Departments may exchange ideas and experiences."

Sincerely,

Signed

L. K. White  
Deputy Director

Attachment:  
Report for FY 1957

Mgmt Staff/SAS/VJB:eh  
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